



DEPARTMENT OF FINANCE AND ADMINISTRATION
OFFICE OF PURCHASING, TRAVEL & FLEET MANAGEMENT

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FEATURED CONTRACT

Commodity: This negotiated state contract features MRO (Maintenance, Repair and Operations).

Type of contract: Negotiated Contract – Remember, this means that you can negotiate your best price from the vendors on contract.

Also remember that **only commodities per NIGP Codes**, listed on the Contract Discount Spreadsheet, can be purchased as part of this contract. If commodities are purchased, that are not on the Discount Spreadsheet, these commodities are not a part of this contract, and should be purchased using **normal purchasing procedures**.

Dates of Contract: September 1, 2017 through August 31, 2018

Vendors on Contract: There are currently fourteen (14) vendors offering a variety of items on the MRO contract. The best way to view products and compare prices among the vendors is to access the following link: <http://www.dfa.ms.gov/dfa-offices/purchasing-travel-and-fleet-management/purchasing-and-travel/negotiated-contracts/m-n-o/maintenance-repairs-and-operations-mro/>

Contract Spend: During the last period, this contract had a total spend of \$5,038,020.79.

Contract Analyst: Steve Tucker, Stephen.Tucker@dfa.ms.gov

Employee Spotlight

The Office of Purchasing, Travel and Fleet Management would like welcome Jametta Gregory to the Office of Purchasing, Travel and Fleet Management. Jametta will fill the role of Procurement Card Administrator. We also want to congratulate Candice Hay. Candice has been promoted to Travel Manager for the Office.

The Office of Purchasing, Travel and Fleet Management is often asked questions regarding various topics. We would like to take this opportunity to share some of these questions and answers in our monthly newsletter.

What agencies are exempt from the Trip Optimizer system?

There are limited exceptions from the optimizer system. The exceptions are statewide elected officials and the elected members of the Public Service Commission. This law pertains to any employee or officer of any agency that falls under the purview of the Bureau of Fleet Management. Most all agencies fall into this category, even if they do not have agency owned vehicles.

IMPORTANT INFORMATION

If you are a purchasing official and haven't been receiving this newsletter, please send your email address to:

PurchasingandTravel@dfa.ms.gov.

Fleet Management

Effective July 1, 2017, HB 938 revised Miss Code Ann, Section 25-1-78, 25-3-41 and 25-1-77 and involves changes to Fleet Management policies. We want to bring some changes to your attention so that your agency can make plans accordingly. Please see the following links for the detailed Memorandum and Job Aids to assist you Fleet Clean Up.

Memorandum

<http://www.dfa.ms.gov/media/5776/hb-938-memo.pdf>

Job Aid

<http://www.dfa.ms.gov/media/5785/magic-data-clean-up.pdf>

Alerting Vendors to Bid Solicitations

OPTFM has noticed many P-1s have been submitted for approval, with no vendors added to the Bidders List on the RFx. Vendors register in MAGIC with the particular commodity codes of the items they sell and they expect to be notified of any competitive procurement that is advertised. When agencies create an RFx, they must search for the vendors registered for the commodity code of the item(s) to be bid and add these vendors to the Bidders List on the RFx. If no vendors are added to the Bidders List, they will not be notified of the solicitation. In some instances, this has resulted in very few responses. Remember, we are all striving for the best price for the items we procure and that can only happen if there is competition.



Want To Find More Minority Contractors?

www.mmbr.org

Our Online Registry Gets You Connected

Mississippi Development Authority's minority and woman-owned business online registry can put you in touch with minority contractors. You can search by geographical location, type of service and products provided or by our easy-to-use alphabetical listing.

What are the benefits of utilizing a minority contractor?

Gain a Competitive Advantage

Minority-Owned companies are in a better position to provide personalized customer service and flexible and innovative solutions to challenges which gives your organization a competitive advantage.

Efficient Utilization of Resources

Increased competition creates cost saving opportunities for consumers. Minority-Owned companies often have low overhead and respond efficiently to the needs of procurement professionals.

Greater Representation and Community Development

Contracting with minority-owned companies has a direct economic impact on entire communities where minority-owned companies have incorporated their businesses.

Start searching online now

Visit www.mmbr.org

For information contact Derek Finley at Mississippi Development Authority at 601.359.2036 or e-mail: dfinley@mississippi.org

